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Acting Deputy Director (Administration)

JUL 15 1953

Comptroller

25X1A8a

Establishment of Positions, [REDACTED], Office of Operations

25X1A8a 1. The subject memorandum proposes the establishment of two additional
25X1A8a positions of Intelligence Officers, GS-12/13, to provide for two overseas
representatives for the [REDACTED] Staff, one each in Western Europe and the Far
East. Both were provided for in the FY 1954 [REDACTED] Budget.

25X1X4 2. The 1954 Budget contains a provision of \$49,665 for establishing
[REDACTED]
includes provisions for the following items:

a. Personal Services - Salaries

1 GS-12 Intelligence Officer - Europe	\$7,040	
1 GS-13 Intelligence Officer - Far East	<u>8,360</u>	15,400

Allowances - Europe	1,520	
Allowances - Far East	<u>865</u>	<u>2,385</u>

Total - Salaries & Allowances		17,785
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b. Travel - Estimate includes travel of
employee & dependents plus local
operational travel -

European Unit - Vouchered	6,500	
European Unit - Unvouchered	2,000	
Far East Unit - Vouchered	7,400	
Far East Unit - Unvouchered	<u>2,000</u>	
Total - Travel		17,900

c. Shipment of household effects and operational
general cargo and air shipments -

European Unit - Vouchered	4,000	
European Unit - Unvouchered	1,580	
Far East Unit - Vouchered	6,400	
Far East Unit - Unvouchered	<u>2,000</u>	
Total - Transportation provision		<u>13,980</u>

Total - Estimate for 1954		<u><u>49,665</u></u>
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3. The above costs are estimated on a full year basis, including salaries and allowances at an annual rate. However, as the operational program has not as yet been activated, savings may be anticipated in personal services due to lapses, up to approximately 50% or \$8,892, depending upon the speed of entering the new employees on duty, plus additional savings resulting from reductions in local operational travel and in the

25X1X4

4. Although provision was made for this overseas program in the 1954 FY Budget, it is recommended that a reappraisal of its need be made again in considering the approval of the two additional positions. This recommendation is being made in view of the substantial reduction recommended by the House Appropriations Committee in the Agency estimates for FY 1954.

E. R. SAUNDERS

HC:pa
14 July 1953

cc: 1 - V.D.
2 - Budget
1 - Signers

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